

Vacancy Announcement

for U.S. Embassy, Baghdad

ANNOUNCEMENT NUMBER: TCN-11-63

OPEN TO: Third Country Nationals Only

POSITION: Security Investigator; FSN-8

OPENING DATE: November 2, 2011

CLOSING DATE: November 15, 2011

WORK HOURS: Full-time; 40 hours/week

SALARY: US \$26,900 per annum (Plus 35% Differential of basic salary; 15% of basic salary for Unique Conditions of Work Allowance) **Paid in US Dollars.**

LENGTH OF HIRE: 1 - 5 years (1 year with 4 optional years)

The U.S. Embassy in Baghdad is seeking an individual for the position of Security Investigator in the Regional Security Office of U.S. Embassy Baghdad.

BASIC FUNCTION OF POSITION

The incumbent will serve as a Foreign Service National Investigator (FSNI), working under the direction of the Senior FSNI, in the Regional Security Office (RSO). The incumbent will primarily conduct suitability and security investigations in support of construction project on Chief of Mission (COM) facilities in Iraq.

The Universal Application Form, TCN program benefits and FAQs can be found at:

http://iraq.usembassy.gov/hr_tcn.html

QUALIFICATIONS REQUIRED

All applicants must address each selection criterion detailed below with specific and comprehensive information supporting each item.

1. University studies or college education with some specialized training in investigations or security/paramilitary activities from a police academy or military school is required.
2. Three years progressively responsible experience in investigative work with the military, police, private security, or U.S. Government organization is required.
2. Level III (Good working knowledge) Speaking/Reading/Writing in English is required.
3. Knowledge of the principles and techniques of investigating is required. A high degree of analytical ability to distinguish between relevant and irrelevant information and to report facts accurately in a logical, concise and objective manner is essential.
4. Must be able to deal effectively with others and to obtain their cooperation. Must be able to distinguish between relevant and irrelevant information and to report facts accurately in a logical, concise and objective manner.

SELECTION PROCESS

It is essential that candidates address the required qualifications above in the application to meet the required qualifications.

TO APPLY

Applicants for this position must submit the following information:

1. Universal Application for Employment DS-174, as a Third Country National (TCN);
2. Any other documentation (e.g., essays, certificates, awards) that addresses the qualification requirements of the position as listed above.

SUBMIT APPLICATION MATERIALS TO THE FOLLOWING EMAIL ADDRESS:

TCNISUAmman@state.gov

FOR INQUIRIES PLEASE EMAIL: TCNISUAmman@state.gov

POINT OF CONTACT

Telephone: (962) (6) 590-6832 / 590-6828

FAX: (962) (6) 5906869

CLOSING DATE FOR THIS Vacancy Announcement: November 15, 2011

The U.S. Mission in Baghdad provides equal opportunity and fair and equitable treatment in employment to all people without regard to race, color, religion, sex, national origin, age, disability, political affiliation, marital status, or sexual orientation. The Department of State also strives to achieve equal employment opportunity in all personnel operations through continuing diversity enhancement programs.

The EEO complaint procedure is not available to individuals who believe they have been denied equal opportunity based upon marital status or political affiliation. Individuals with such complaints should avail themselves of the appropriate grievance procedures, remedies for prohibited personnel practices, and/or courts for relief.

Approved: CJohnson RSO /MKhan RSO
Cleared: AMEveritt ISU/HRO
Drafted: AAliah ISU/HRO

Appendix A

DEFINITION

A third-country national (TCN) is an individual who meets the following criteria.

- (1) Is neither a citizen of the United States nor of the country to which assigned for duty.
- (2) If employed, is eligible for return travel to the TCN's home country or country from which recruited at U.S. Government expense.
- (3) Is on a limited appointment for a specific period of time.
- (4) Encumbers a direct-hire, personal service agreement (PSA) FSN position covered under the TCN local compensation plan. Such an employee normally is recruited from outside the host country and relocated from the point of recruitment to the host country. The return travel obligation assumed by the U.S. Government may have been the obligation of another employer in the area of assignment if the employee has been in substantially continuous employment which provided for the TCN's return to home country or country from which recruited.

Hired TCN Staff are considered separate from the Locally Employed Staff (LES) because they have separate Local Compensation Plan and nationalities. Candidates are expected to be employed at the U.S. Mission in Iraq from one to five years.

Appendix B

If an applicant is submitting a resume or curriculum vitae, s/he must provide the following information which equates to the information found on the DS-174.

Failure to submit the required information may result in the applicant not being considered for the vacancy.

- A. Position Title
- B. Position Grade
- C. Vacancy Announcement Number (see top of page)
- D. Dates Available for Work
- E. First, Middle, & Last Names as well as any other names used
- F. Current Address, Day, Evening, and Cell phone numbers
- G. Permanent U.S. Resident (Yes or No; if YES, provide number)
- H. U.S. Social Security Number and/or Identification Number
- I. Special Accommodations the Mission needs to provide (Yes or No; if yes, provide explanation)
- J. If applying for position that includes driving a U.S. Government vehicle, Driver's License Class/Type
- K. Days available to work
- L. List any relatives or members of your household that work for the U.S. Government (include their Name, Relationship, & Agency, Position, Location)
- M. Education
- N. License, Skills, Training, Membership, & Recognition
- O. Language Skills
- P. Work Experience
- Q. References

Security Investigator Capsule Position Description FSN - 8

The incumbent conducts and coordinates background investigations on all prospective employees in support of Mission Iraq construction projects. Determines coverage and assigns investigative leads to overseas locations. Also, conducts background investigations requested from overseas posts, complying with Diplomatic Security Regulations. Receives and disseminates sensitive information and inquiries relating to criminal investigations. Incumbent reviews relevant publications and Internet websites for the discovery of investigative resources. Assists with advance preparation for and security during, visits to Iraq by U.S. Government officials. Any other duties as deemed appropriate including specialist roles as directed by the Regional Security Office.